



North Carolina Department of Public Safety

Human Resources

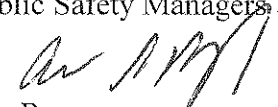
Beverly Eaves Perdue, Governor
Reuben F. Young, Secretary

Bennie Aiken, Chief Deputy Secretary
Alvin G. Ragland, Director

February 14, 2012

ADMINISTRATIVE MEMORANDUM: 01-2012

TO: Department of Public Safety Managers and Supervisors

FROM: Alvin G. Ragland 
Director of Human Resources

RE: Employee Assistance Program (EAP)

We are pleased to announce that the Department of Public Safety has partnered with McLaughlin Young Group, to provide Employee Assistance Program Services to our employees and their families beginning February 1, 2012. McLaughlin Young Group is an independent provider of EAP services and a NC based company headquartered in Charlotte. They bring extensive knowledge and expertise in providing assessment and referral services, work/life options, management consultation and web-based training.

Basic EAP services include confidential employee and family member assessments and self-referrals, management consultations, referral services and a broad range of web-based resources using an extensive network of behavioral health care providers throughout the State of North Carolina. McLaughlin Young Group provides services and support to employees and their dependents 24 hours a day, 7 days a week and 365 days a year. These services are available via a dedicated toll-free telephone number, and employees and their dependents have access to unlimited telephonic self-referrals. The telephone number is 704-717-5295 or 888-298-3907.

The Department of Public Safety EAP Interim Policy is attached. Please share this with all staff and post copies in locations easily accessible to all employees within the work unit. The interim policy will be reviewed by the Office of Human Resources and a final policy will be distributed.

McLaughlin Young Group is providing the following promotional material:

1. A Poster (1 page 8 ½ x 11): "This is one benefit that has everyone talking."
2. A Tri-fold Brochure (2 pages 8 ½ x 11): "The Best Kept Secret at Work"
3. EAP Employee Flyer (1 page 8 ½ x 11): "NC EAP"

MAILING ADDRESS:
4203 Mail Service Center
Raleigh, NC 27699-4203

www.ncdps.gov



An Equal Opportunity/Affirmative Action Employer

OFFICE LOCATION:
214 W. Jones Street
Raleigh, NC 27699
Telephone: (919) 716-3700
Fax: (919) 716-3794

Re: Employee Assistance Program

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McLaughlin Young Group is providing printed brochures and posters which have been delivered to the Office of Human Resources Management. We will distribute the printed materials to each Division shortly. A copy of the brochure, poster and flyer is attached so you will have an opportunity to review the information.

Division management is responsible for ensuring the printed brochures are distributed to individual employees at work locations and that posters are placed on bulletin boards at work locations. The NC EAP Flyer will not be printed by McLaughlin Young however, it is being provided in the event that you wish to post it on a bulletin board along with the policy and poster.

The EAP is sponsored and maintained by the Department of Public Safety, Office of Human Resources Management. The EAP Program Coordinator is Kathy Reitzel and she may be contacted at 919-716-3764. Questions regarding supervisory, management directed referrals or fitness for duty should be directed to the following Employee Relations contacts:

Employee Relations Contacts, Adult Correction:	Glenn Perry or Becky Gresham
Employee Relations Contact, Law Enforcement:	Margaret Murga
Employee Relations Contact, Juvenile Justice:	Kim Davis-Gore

We are excited to be able to offer this service to our employees and their dependents. Your assistance in distributing materials at the work location and sharing this information will be greatly appreciated.

RAG:KAR

Attachments

cc: Secretary, Reuben F. Young
Chief Operating Officer, Mikael R. Gross
Chief Deputy Secretary, Adult Correction, Jennie Lancaster
Chief Deputy Secretary, Law Enforcement, Gerald A. Rudisill
Chief Deputy Secretary, Juvenile Justice, Linda W. Hayes
Chief Deputy Secretary, Administration, Bennie Aiken